

WASHINGTON STATE CONSERVATION COMMISSION

WSCC POLICY No. 05-04 COMM

COMMISSION MEETING PRESENTATIONS

(This policy replaces the prior WSCC Policy Position for Meeting Agenda approved on March 19, 1987)

GENERAL TOPIC: **Presentations to the Commission Board**

APPROVED: By the Commission at the May 2005 Meeting DATE ISSUED: May 19, 2005

PURPOSE

This is a guide for conservation districts, other groups or individuals that may present a need or would like to request support by the Washington State Conservation Commission at the regularly scheduled meetings.

POLICY

In an effort to support those individuals requesting their needs or request for support by the Washington State Conservation Commission, a written request must be provided to the Conservation Commission three weeks before the regularly schedule meeting so that it can be considered for the preliminary agenda.

PROCEDURE

1. Presentations will only be made as a regular item on the Commission's preliminary agenda.
2. Requests should be submitted to the Executive Director of the Conservation Commission at least three weeks prior to the regularly schedule meeting and must include any documents that will be presented using the WSCC Preliminary Agenda Item Worksheet Memo. (Attachment A)
2. The Commission shall avail itself of every opportunity to hear both sides of an issue at the current or succeeding meetings.
3. No endorsement of official consent, implicit or implied, will be made without discussion, testimony, or briefing by staff on both sides of an issue.
4. Upon completion of testimony and discussion, those giving the presentation should be excused and the Commission may at the chairman's request, or by Commission action, move into executive session for further briefing and discussion prior to any action.



ATTACHMENT A

STATE OF WASHINGTON
CONSERVATION COMMISSION
PO Box 47721 • Olympia, Washington 98504-7721 • (360) 407-6200 • FAX (360) 407-6215

WSCC PRELIMINARY AGENDA ITEM WORKSHEET

DATE:

TO: Mark Clark, Executive Director

FROM:

RE: REQUEST FOR _____ TO BE ADDED TO THE WSCC MEETING ON ____

Note: Agenda Items Worksheet and accompanying documents must be turned in to the Executive Director of the Washington State Conservation Commission three weeks prior to the regularly scheduled meeting. An electronic copy should also be emailed to executive-director@scc.wa.gov. Please make the margins 1.3" on the right and .5" on the left.

Name(s) of Presenter(s): _____

Topic for Requested Item(s): _____
Examples are Legal, Grants Program, Irrigation Efficiencies, CREP, Dairy, Financial, Operations, Field Operations Reports, etc.

Title(s) of Agenda Items:

Check One

***Time
Needed**

Info. (I) or
Action (A)

Estimated time needed for presentation/questions/public testimony (if applicable) for each item as well as if it is information only or action is required. (See above)

Special Equipment needed: _____